

# *Crematory*

FEBRUARY 2000

## **Crematory Requirements for Licensure**

**A** crematory is a place of business with a building or structure containing a furnace used for the reduction of human remains, by way of incineration. A crematory must be operated under the supervision of a qualified **manager** who has received a passing score on the Crematory Manager examination administered by the Cemetery and Funeral Bureau. To be licensed as a crematory, a business must:

- Submit a completed application form, a filing fee of \$400, and a regulatory fee of \$400 to the Cemetery and Funeral Bureau, P.O. Box 989003, West Sacramento, CA 95798-9003.
- Provide a copy of (1) the Articles of Incorporation (for a corporation) or partnership agreement (for a partnership), (2) the land use or zoning permit (and/or the application submitted to the city or county planning commission), (3) the deed to the property, contract of purchase, or other evidence of property ownership, and (4) the permit to operate a crematory issued by the local air pollution control district.
- Provide a signed statement which includes the following information:
  - A complete and detailed financial statement showing assets, liabilities, and reserve funds.
  - A statement of the proposed plan of operation, including the type of selling proposed.
  - A copy of the standard agreement to be used for funding of prearranged cremations.
  - Plans and specifications of the crematory and building, showing fire-resistant character, adequacy of storage for cremated and uncremated remains, and other characteristics as the Cemetery and Funeral Bureau may require.
  - Evidence of a written contract with a licensed cemetery for final disposition of unclaimed remains.

On an ongoing basis throughout the calendar year, licensees must submit a quarterly fee of \$8.50 for each cremation performed during the preceding calendar quarter. The license term is one year, and the renewal fee is \$400.

To request an application form, or for additional information about licensing a business as a crematory, call the Bureau's Licensing Office at (916) 327-3219.

*A crematory must be operated under the supervision of a manager who has passed the crematory manager examination.*